



# Parks & Recreation Board MEETING NOTES APPROVED

MEETING TITLE	Sherwood Parks & Recreation Board
DATE & TIME	02.04.13 7:00 PM
LOCATION	Sherwood City Hall—Community Room
FACILITATOR	David Scheirman
NOTES TAKEN BY	Jennifer Ortiz

## ATTENDEES

Parks & Recreation Board	Council Liaison
X David Scheirman, Chair	X Bill Butterfield, City Councilor
X David Bonfiglio, Vice Chair	
-- Brian Stecher	City Staff
X Thad Overturf	X Kristen Switzer, Community Services Director
X Lu Vanderburg	X Jennifer Ortiz, Events and Volunteer Coordinator
X Marney Jett	X Michelle Miller, Associate Planner
X Lynn Snyder	
X Mary Reid	
X Michael Damann	

## MEETING NOTES

### 1. Call to Order/Roll Call (Scheirman)

- The meeting was officially called to order at 7:01 pm.

### 2. Adjustments to the agenda (Scheirman)

- No adjustments were made to the agenda.

### 3. Citizen comment (Scheirman)

- Carol Rutschman, of 17696 SW Cedar View Way, approached the PRB to ask where the \$114 million dollars for the Ice Age Tonquin Trail Project will come from. Scheirman shared that the overall project is a Metro project and the Cedar Creek Trail portion, within City limits, is what the City of Sherwood is working on. It will take many years to complete and phases will be done as funding is secured. Miller explained that the project is broken up into different jurisdictions. The \$114 million dollars is the estimated cost for the project in total. Each jurisdiction will seek out their own funding sources. The City of Sherwood has secured \$5.1 million dollars for the project, so far, through various grants. Part of the requirement of these grants is that the City put in a 10.27% match, which ends up being around \$500,000 - \$600,000 at this point. The Cedar Creek Trail is estimated to cost around \$9.5 million to complete in full, including the undercrossing at Hwy 99W. Mrs. Rutschman thanked the PRB for the information.

#### **4. Approval of minutes (Scheirman)**

- *Reid motioned to approve the January 7, 2013 minutes. Overturf seconded. All in favor, motion passed.*

#### **5. Election of Chair/Vice Chair (Scheirman)**

- *Reid nominated Scheirman as Chair. Overturf seconded. All in favor, motion passed.*
- *Scheirman nominated Bonfiglio as Vice Chair. Bonfiglio shared that he will not be continuing on the board, so he recommended that someone else be nominated.*
- *Scheirman nominated Reid as Vice Chair. Jett nominated Snyder. With two nominations, the board voted. Reid won the vote three to two. Reid was nominated for Vice Chair. All in favor, motion passed.*

#### **6. Cedar Creek Trail project update (Miller)**

- Miller shared a PowerPoint presentation that gave an overview of the Cedar Creek Trail Project (See Exhibit A). This helped to give the LTAC applicants a little background about the project at hand. Miller mentioned that there were 8 original applications received for the LTAC, but she would have liked to see more applicants from the north side of Hwy 99. She sent out invitations to homeowners that border the trail project, and she has received a few more applications since the last meeting. She handed out copies of those applications so that they could be added to the previous pool that were collected and discussed at last month's meeting (See Exhibit B). Miller hopes that council can move to approve the formation of the committee at the Feb. 19th meeting.

#### **7. Cedar Creek Trail Local Trail Advisory Committee discussion (Scheirman)**

- Scheirman called each of the applicants up, one by one, to discuss why they would like to be a part of the LTAC. When interviews were complete, Scheirman thanked the applicants and said that they will contact them shortly.

#### **8. Lighting project update (Switzer)**

- Switzer handed out a copy of the proposal for the lighting project (see Exhibit C). The plans propose to upgrade power and add lights to two of the four existing poles at the SMS/Hopkins campus. This will be a fairly easy project, only taking half of a day to complete. Jr. baseball may want to add additional lighting in the future, but the proposed addition on the two light poles will greatly improve usage capabilities for now. At the Ridges Campus, the proposal is to add four light poles near the track/football field to light this space. The proposal also outlines an addition of lights on the backside of two of those poles to light the baseball fields. The baseball field lighting would not be adequate for game play, but teams would be able to use it for practice. The football field would have sufficient lighting for game play though, opening up options for games and practices to be held at this location for football, soccer, and lacrosse. The cost is still being determined, but the total project is estimated to come in under \$300,000. This project will not happen until much later in spring, but Switzer wanted to keep the PRB updated on the progress made so far.
- Jett asked if the guidelines for the hours of lighting will stay the same. She also asked if the teams will be charged for usage. Switzer said that they will have to work all of that out. The times will probably remain the same. Currently, the cut-off time is 9 pm. Butterfield added that there will be an increase in fees across the board for all sports in order to offset the costs.
- Butterfield shared that he is now the liaison to the School District for the drainage project. Feb. 13<sup>th</sup> will be the first meeting with them. The lighting project will still go forward for the usable field space even if the drainage issues are not repaired immediately. The School

District has said that they are committed to following through to find a resolution to these problems.

- Switzer mentioned that there will be an update given on these projects every month. The proposal will be brought before the PRB for a recommendation to council before any money is spent.

#### **9. Eagle Scout Project- Stella Olsen Park (Switzer)**

- Switzer handed out information about a proposed Eagle Scout Project (See Exhibit D). The Eagle Scout would like to restore the Robin Hood Garden at Stella Olsen Park. He would also like to replace the existing park benches and add some stone accents as well. The PW Department has approved the plant list. *Sheirman motioned to approve the Eagle Scout Project with City oversight. Overturf seconded. All in favor, motion passed.*

#### **10. Reports & Updates**

- **Park Maintenance Update (Switzer)**
  - No update this month.
- **Recreation Monthly Report (Switzer)**
  - The monthly report has not been compiled yet. The PRB will defer this until next month.
- **Tonquin Trail Update (Stecher)**
  - Miller shared that they will be going to council with the Master Plan on Feb. 19<sup>th</sup> to get the council's blessing on the project. It will then go before Metro's council the first week in March for adoption. Reid noted that improvements have been planned for Tonquin Road. She asked if those improvements will have any effect on where the trail will be located. Miller answered and said that there are many options at this point as to how the trail comes out of Wilsonville. With road improvements planned for 124<sup>th</sup> as well, the alignment might change a bit.
- **Town Center Plan (Reid)**
  - Miller mentioned that there was an open house in January. There was a survey taken at that time. One of the questions asked how residents felt about investment in open spaces, parks, and trails. The results showed that the community still values investing in these areas. Miller has been working on developing a boundary alternative. Recommendations will then be taken to the Planning Commission.

#### **11. Council updates (Butterfield)**

- Butterfield shared that Mayor Middleton has opted to change liaisons for many of the City's boards and commissions. The PRB may be assigned to Councilor Langer in the future, with Butterfield as an alternate. Scheirman thanked Butterfield for everything he has done for the board.

#### **12. Other**

- Overturf asked how to go about getting improvements done to a stretch of sidewalk on Sunset Blvd. near Archer Glen. Switzer recommended that Overturf come to a City Council meeting and voice his concerns during citizen comments.

- The PRB discussed the LTAC applications and interviews. *Scheirman motioned to recommend the following nine applicants to the LTAC: John Clifford, Naomi Belov, Marion Gardner, Charles Balleuti, Kevin Davis, Ken Wheeler, Wade Anderson, Josh Flosi, and Rick Woidyla. Reid Seconded. All in favor, motion passed.*
- Miller will send postcards out thanking applicants that didn't show up for the interviews. The postcards will also include an invitation to attend upcoming meetings.

**Adjourned at 8:27 pm**